



COPS Fact Sheet

COMMUNITY ORIENTED POLICING SERVICES
U.S. DEPARTMENT OF JUSTICE

www.cops.usdoj.gov

Redeployment Tracking Plan Q & A

Q What is a tracking plan?

A A tracking plan is a tool that agencies should use to ascertain the number of hours saved by implementing technology or hiring civilians with MORE grant funding. There are many acceptable means of tracking redeployment and agencies should choose the method that best fits their needs. Acceptable methods of tracking redeployment include:

- Work Study Plans
- Studies Using Sampling Techniques
- Direct Tracking Hours
- Approved Estimation Techniques

Q What should my tracking plan contain?

A Agency tracking plans must:

- State how time is being saved.
- Explain the method used to track time savings.
- State the hours necessary to complete the activity before and after the implementation of technology or civilian hiring.
- Summarize the time saved to date (if operational).
- Describe enhanced or increased community policing activities.

Q Do I need to track the hours saved compared to time spent on community policing activities?

A Agencies must show that time saved as a result of their MORE grants has increased the time spent on community policing activities. It is not necessary to link each hour saved to community policing activities. Acceptable forms of documentation to demonstrate enhanced community policing activities as a result of the time savings include:

- daily/weekly/monthly officer log sheets,
- analysis of reports (i.e., Code 30 = community policing activities), and
- evidence of increased bike/foot patrols.

Q What if my agency's grant has been operational for a period of time but it does not have a redeployment tracking plan in place?

A All agencies are required to track redeployment as a condition of the grant award. An agency that is not tracking redeployment must put a tracking plan in place as soon as possible. If you have questions about how to track redeployment, do not hesitate to contact your COPS Grant Program Specialist at 800.421.6770.

Q What if I cannot determine time saved as a result of the MORE grant because I do not know how much time the activity required before the grant was implemented?

A Grantees that have been operational for a period of time without a tracking plan should use the figures given in their original MORE applications as the baselines from which to track subsequent redeployments.

Q What parts of my agency's plan must be submitted to the COPS Office for approval?

A Upon request, each agency must provide a summary of its tracking plan to the COPS Office for approval. However, agencies should keep all tracking documentation on file, because it may be requested during a monitoring site visit or audit.